

MILLVILLE PUBLIC **SCHOOLS**

STRATEGIC PLAN

December, 2008

**STRATEGIC PLAN
MILLVILLE SCHOOL DISTRICT**

GOAL: #1 – Recruiting Staff

PLANNING LEVEL:

 X District School:

DATE: 2007-2010

WHAT DO WE WANT? (OBJECTIVES)	EVIDENCE OF ATTAINMENT	WHAT DO WE HAVE NOW?	STRATEGIES TO CLOSE THE GAP	TIME FRAME	BENCHMARKS
<u>1.</u> To recruit a diverse, highly qualified staff	- Annual state/fed reports - Post surveys	- limited recruitment at state/local colleges	- minority recruiting will increase at colleges - increase recruitment through pp presentation - video - publications - more competitive entry level salaries - consider signing bonuses along with commitment statement	- Review annually June, 2008 June, 2009 June, 2010	- June, 2007 baseline - increase each year by 10% number of highly qualified, diverse staff hired in the district On Track – Actively recruiting minorities
<u>2.</u> Recruit staff members willing to commit to the district mission statement/beliefs	- high % proficiencies on observations	- interview procedures	- develop standardized questions/model answers - present model, prepare lesson (3 – 5 minutes) - review interview comm./admin to organize & conduct interviews - develop interview rubric	- Annual review	- 90% of observations reflect proficiencies - 10% or fewer partially proficient for non-tenured On Track – Need to form Evaluation Committee
<u>3.</u> Promote awareness of community and demographics relative to district	- attendance documented	- new staff orientation program - new staff dinner	- community tour - staff welcome package - video presentation	- 1 year development - annual cycle	New brochure developed. Working on video presentation.
<u>4.</u> maintain high level of retention among staff	- state reports - data analysis	- mentoring program - high level of retention	- revise mentoring program - initiate 2 nd year mentoring program - peer coaches & new staff peer collaborative group - mapping staff competencies for informal mentoring - establish mentor coordinator part-time position	- Yearly development - Annual cycle	- yearly assessment of unfilled Position(s) excluding retirement & new positions (why do people resign?) On Track – working on Exit Survey

<u>5.</u> to train & recruit highly qualified substitutes	Subfinder reports feedback from schools	District training & orientation program	In house training annual or as Needed	Review annually	Review quarterly # of subs not meeting success as per evaluation On Track – Low percentage of negative evaluations. All negative evaluations addressed by Principals and Assistant Superintendent for Personnel & Assessment.
<u>6.</u> to implement and establish procedures for volunteers	- documentation of background checks - surveys of # of volunteers used	- physical & TB test for volunteers 20+ hours	- turnkey training w/ administrators	- annual cycle	-bi-annual review of volunteers - establish committee to review volunteer practice New Volunteer Policy being proposed. New fingerprint procedures for volunteers being implemented.

4/1/08 ld - 7/21/08

MILLVILLE SCHOOL DISTRICT STRATEGIC PLAN

GOAL 2: All subgroups (ED, ELL, SE, Racial/ethnic groups) will achieve AYP or safe harbor by June 2011.

PLANNING LEVEL: ☒ District ☐ School

DATE: 11/20/2008 Revision

WHAT DO WE WANT? (OBJECTIVES)	WHAT DO WE HAVE NOW?										STRATEGIES TO CLOSE THE GAP	TIME FRAME	BENCHMARKS
All schools for each subgroup will either (a) make the AYP benchmark or (b) make safe harbor by reducing the failure rate by at least 10% from the previous school year.	AYP 2007-2008 (cf. DOE-November, 2008)										1a) Principals will review with the district test coordinator the most recent data to determine the % of students in each subgroup making AYP as well as the target % required for the succeeding school year to make AYP or safe harbor.	July of each year of the plan	Documentation of discussion with district test coordinator of schools AYP data for each subgroup
	SCH	LV	YEAR	AREA	TOT	SE	W	AA	H	DISAD			
	Bacon	E	2007-2008*	LA	SH	SH	Y	SH	<30	SH		July of each year of the plan	Documentation of subgroups identified which need improvement to make AYP targets
	Holly Hts	E	2007-2008*	LA	SH	N	Y	SH	Y	SH			
	Mt Pleas	E	2007-2008*	LA	Y	<30	Y	<30	<30	SH			
	Rieck Ave	E	2007-2008*	LA	Y	<30	Y	<30	<30	SH			
	Silver Run	E	2007-2008*	LA	SH	SH	Y	SH	SH	SH			
	Wood	E	2007-2008*	LA	SH	SH	<30	SH	<30	SH			
	Lakeside	M	2007-2008*	LA	SH	N	SH	N	SH	SH			
	Sen High	S	2007-2008*	LA	Y	N	Y	N	Y	N	1b) Principals will identify any subgroups whose percentages need to improve in order for that subgroup to make AYP or safe harbor in the next round of testings	July each year of the plan and after each quarterly benchmark screening.	Documented list of students and their classroom teacher assignments
	SCHOOL	LV	YEAR	AREA	TOT	SE	W	AA	H	DISAD			
	Bacon	E	2007-2008*	MTH	N	N	Y	N	<30	N			
	Holly Hts	E	2007-2008*	MTH	Y	SH	Y	N	Y	Y			
	Mt Pleas	E	2007-2008*	MTH	Y	<30	Y	<30	<30	Y			
	Rieck Ave	E	2007-2008*	MTH	Y	<30	Y	<30	<30	Y			
	Silver Run	E	2007-2008*	MTH	N	N	Y	N	Y	N			
	Wood	E	2007-2008*	MTH	Y	N	<30	Y	<30	Y			
	Lakeside	M	2007-2008*	MTH	SH	N	Y	N	SH	SH	2b) School staff under the supervision of the Principal, school literacy coaches and district curriculum supervisors will implement research-based interventions to address these students needs.	September –June of each year of the plan	Documentation of intervention implementation for each targeted student, including type, frequency and duration of interventions and their method of delivery.
	Sen High	S	2007-2008*	MTH	Y	N	Y	N	N	N			
	<ul style="list-style-type: none"> <30 = group size under 30 and no AYP status reported Y = Yes made AYP, SH = achieved Safe-Harbor; N = No did not make AYP ELL subcategory per school was all <30 and so no AYP status reported in DOE individual school tables 										2c) Teaching staff providing interventions will monitor each student's progress to determine their responsive to interventions at least every three to four weeks & students not demonstrating sufficient growth rates after 8-12 weeks of interventions will be provided with more intensive interventions and increased progress monitoring.	September –June of each year of the plan	Documentation of progress monitoring, lists of students making progress, lists of students not making progress and their assignment to more intensive interventions along with description of the type, frequency, duration and method of delivery of interventions.

Goal #3: Facilities Planning			STRATEGIC PLAN		
STRATEGIC PLAN			MILLVILLE SCHOOL DISTRICT		
GOAL: #1 Alleviate HS Overcrowding // Build New			9-12 High School		
PLANNING LEVEL:			___X___ District		
Priority #1 on District, DOE & SDA lists			___ School		
DATE: 2007- 2010					
WHAT DO WE WANT? (OBJECTIVES)	EVIDENCE OF ATTAINMENT	WHAT DO WE HAVE NOW?	STRATEGIES TO CLOSE THE GAP	TIME FRAME	BENCHMARKS
1. Approved LRFP	NJDOE Approval	Submitted LRFP in Oct 06; reviewed by DOE, revised twice. Last revision 3/28/07 Approved LRFP Sept. 12, 2007	Continue to collaborate with NJDOE and provide add'l documentation & justification for completion letter. MBOE administration & architect & demographer met w/ NJDOE	Oct-06 Dec-06 Mar-07 12-Sep-07	1) Completed and accepted LRFP by DOE 2) Substantial completion 3) Completion letter 4) Approval
2. Submit new Project Appl. for new 2400-2500 student HS of approx. 362,400 GSF	State Project number assigned (SP#) SP# 3230-N01-08-1000 Project Application submitted 2/13/08 Project Approval Ltr w/ PEC costs	Hope and concept NJSCC feasibility study	Continue to progress w/ LRFP approval. Completed Seek and obtain State approval and funding Working on litigation to force State to fund project	Awaiting LRFP funding Pending law-suit 3 M for DOE approval after submission	1) Project E-transmitted to DOE on Nov. 1, 07 2) Project submitted awaiting funding. 3) Bid for Architect & Eng 4) Approval & award project
3. New HS Design	Select Architect & Eng Surveys & meetings w/ HS staff, architect, FM engineer, MBOE Admin & curriculum staff determine educational specifications	Concept of a 9-12 HS school Estimated size of bldg and projected number of students	Design input and meetings Editing Final Ed Specifications MBOE Approval Submittal to NJ DOE	Awaiting LRFP funding 1-3 M district 3 M @ DOE	Completion and submittal to NJ DOE NJ DOE Approval
4. New HS Land Acquisition	ID Properties MBOE Approval Project Application DOE & SCC Approval Deed Transfer Purchase of property	Feasibility study ID need for new HS concept of acreage 60-80 acres	Coordination Meetings w/ City and Planning Board developers, land owners, MBOE Facilities Committee Submittal to NJ DOE	Awaiting LRFP funding Concurrently in progress now	Identify properties meet w/ deed holder submit application to NJ DOE // seek funding SCC funding & Approval

Goal #3: Facilities Planning		STRATEGIC PLAN			
GOAL: #1 Alleviate HS Overcrowding // Build New		MILLVILLE SCHOOL DISTRICT			
PLANNING LEVEL:		9-12 High School			
Priority #1 on District, DOE & SDA lists		<u> X </u> District	<u> </u> School	DATE: 2007- 2010	
WHAT DO WE WANT? (OBJECTIVES)	EVIDENCE OF ATTAINMENT	WHAT DO WE HAVE NOW?	STRATEGIES TO CLOSE THE GAP	TIME FRAME	BENCHMARKS
5. Build New HS (alleviate overcrowding)	Final Schematic Appl Bid & award project GC and primes selected break ground & start construction	LRFP concept Feasibility study ID need for new HS Cohort Projections	Continue to collaborate with NJDOE and provide add'l documentation & justification for LRFP approval & funding	Awaiting LRFP funding 3 years 2 + years for construction	Final Schematic Appl Final PEC / FEC Appl SCC project meeting PMF assigned Construction begins
6. Open New HS	Move furniture, supplies Move students Complete punchlists Obtain TCO, then CO	Aspirations	Continue to collaborate with NJDOE and provide add'l documentation & justification for LRFP approval & funding	Awaiting LRFP funding 1 year	TCO Move into building CO complete 1 yr w/ 9-12 grade students
7. Begin renovations at MSHS convert to ES / MS	Approval and Award of project	LRFP & concept	Continue to collaborate with NJDOE and provide add'l documentation & justification for LRFP approval & funding	Awaiting LRFP funding	Project Approval Construction begins

Goal #3: Facilities Planning			STRATEGIC PLAN		
GOAL: #2 Eliminate Health & Safety problem // Repair / Replace SRES Roof & other H&S issues			MILLVILLE SCHOOL DISTRICT		
PLANNING LEVEL: _____X_____ District _____ School			Emergent DATE: 2007 - 2010		
Priority #2 on District, DOE & SDA lists					
WHAT DO WE WANT? (OBJECTIVES)	EVIDENCE OF ATTAINMENT	WHAT DO WE HAVE NOW?	STRATEGIES TO CLOSE THE GAP	TIME FRAME	BENCHMARKS
1. Approved LRFP	NJDOE Approval	Submitted LRFP in Oct 06; reviewed by DOE, revised twice. Last revision 3/28/07 Approved LRFP Sept. 12, 2007	Continue to collaborate with NJDOE and provide add'l documentation & justification for completion letter. MBOE administration & architect & demographer met w/ NJDOE	Oct-06 Dec-06 Mar-07 12-Sep-07	1) Completed and accepted LRFP by DOE 2) Substantial completion 3) Completion letter 4) Approval
2. Submit new Project Appl. for Roof Replacement and other H&S items	State Project number assigned (SP#) SP# 3230-100-04-1400 Project Application submitted 2/13/08 Project Approval Ltr w/ PEC costs	Hope and concept NJSCC SOW of Mar-05	Continue to progress w/ LRFP approval. Completed Seek and obtain State approval and funding Submitted separate ltr & Pkg @ separate lawsuit if proj. not started 08 summer Working on litigation to force State to fund project	Approved Awaiting Project Start-up 3 M for DOE approval after submission	1) Project re-transmitted to DOE on Feb. 5, 08 (4X) 2)Project appr'd by SDA 3) Awaiting investigate/SOW design by June 08 4) Bid/select Architect & Eng 5) Approval & award projects
3. Determine New SOW	Select Architect & Eng Meetings w/ SRES staff architect & engineer, FM, MBOE Admin staff to determine swing space and other logistical considerations	SOW for roof replacement & other H&S Cost Estimates for roof replacement, windows & stucco repairs / replacement	SOW input and meetings Editing Final Tech Specifications MBOE Approval Submittal to NJ DOE	Approved Awaiting Project Start-up 1-3 M district 3 M @ DOE	Completion and submittal to NJ DOE NJ DOE Approval
4. Determine SOW for add'l environmental remediation and add'l timeframe for repairs Determine Swing space needs relocation of students if project exceeds summer timeframe	ID swing space options TCU, lease Bldg, etc. Move furniture, supplies Move students, Obtain TCO & CO, punchlists MBOE Approval Temp Space Proj. Appl. DOE & SDA Approval	Leaking roof & water collection systems rotting wood windows falling exterior stucco	Coordination Meetings w/ City and Planning Board developers, land owners, MBOE Facilities Committee Submittal to NJ DOE	Approved Awaiting Project Start-up Concurrently in progress now	TCO for temp space TCO & Move into building punchlist, then CO complete 1 yr w/ K-5 grade students

Goal #3: Facilities Planning			STRATEGIC PLAN		
MILLVILLE SCHOOL DISTRICT					
GOAL: #2 Eliminate Health & Safety problem // Repair / Replace SRES Roof & other H&S issues			Emergent		
PLANNING LEVEL: _____X_____District _____School			DATE: 2007 - 2010		
Priority #2 on District, DOE & SDA lists					
WHAT DO WE WANT? (OBJECTIVES)	EVIDENCE OF ATTAINMENT	WHAT DO WE HAVE NOW?	STRATEGIES TO CLOSE THE GAP	TIME FRAME	BENCHMARKS
5. Replace Roof (eliminate H&S issue)	Final Schematic Appl Bid & award project GC and primes selected environmental remed. begin construction	LRFP concept Partial SOW (old) On multiple DOE & SDA priority lists	Continue to force issue with NJDOE and SDA to provide approval and funding	Approved Awaiting Project Start-up 1 year	Final Schematic Appl Final PEC / FEC Appl SDA project meeting PMF assigned Construction begins
6. Replace Exterior Windows (eliminate H&S issue)	Final Schematic Appl Bid & award project GC and primes selected environmental remed. begin construction	Nothing! water damage /rotting windows H&S issue	Continue to force issue with NJDOE and SDA to provide approval and funding	Approved Awaiting Project Start-up 1 year	Final Schematic Appl Final PEC / FEC Appl SDA project meeting PMF assigned Construction begins
7. Repair / Replace Exterior falling Stucco / Drivit (eliminate H&S issue)	Final Schematic Appl Bid & award project GC and primes selected environmental remed. begin construction	Nothing! water damage, falling & cracked exterior	Continue to force issue with NJDOE and SDA to provide approval and funding	Approved Awaiting Project Start-up 1 year	Final Schematic Appl Final PEC / FEC Appl SDA project meeting PMF assigned Construction begins
8. Repair / Replace other H&S issues (ceiling tile replacem'nt, ADA toilet, HVAC, HWH, replacements & new lot paving (eliminate H&S issues)	Final Schematic Appl Bid & award project GC and primes selected environmental remed. begin construction	Nothing! water damage ceiling outdated toilets, Old HVAC & HWH Pot holes in park'g lot	Continue to force issue with NJDOE and SDA to provide approval and funding	Approved Awaiting Project Start-up 1 year	Final Schematic Appl Final PEC / FEC Appl SDA project meeting PMF assigned Construction begins

GOAL: By June 2010, the Millville Public School District will have a plan in place to improve student academic achievement through the support of technology in grades PK-12.					
* REVISED GOAL No. 4 : By June 2010, the Millville Public School District will increase student achievement through the alignment of technology curriculum and infusion of technology programs in grades PK-12.					
What do we want? Objectives	Evidence of Attainment	What do we have now?	Strategies to Close the Gap	Time Frame	Benchmarks
Students in grades K-5 will be exposed to a variety of technology software and hardware in all content areas to promote and improve their learning environment and increase their academic performance levels.	Every classroom technology center will be evident	Disparity among number of computer per classroom, disparity of application software in the classroom	All classroom will have dedicated student computers for center-base instructions. Increase on-site teacher training during common planning time	June 2009	Teacher Lesson plans, walk-through information
	student e-portfolio	Nothing	create student individual network log-on. Allocate storage space on server. Create Student security profile.	2008-2009	Quarterly progress report from IT
	Results of Survey from each classroom teacher of what application software being used (including the Internet web-base) that is not on the District main list		Review the existing use of technology and media resources at each school and Create a district wide database of software and hardware	June 2008	Dan will provide list of classroom software installed and supported by IT to Admin Council. Principal will send out survey to teacher asking additional applications that were not on the list, compile data and return to IT

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What do we want? Objectives	Evidence of Attainment	What do we have now?	Strategies to Close the Gap	Time Frame	Benchmarks
Students in grades 6-8 will be offered a variety of opportunities in their classrooms to improve their technology literacy skills as outlined in the NJCCS 8.1 and 8.2 for technology.	Results of 8th grade rubric assessment (this school year)	Student on-line assessment relating to technology literacy skills in NJCCCS 8.1 and 8.2 for technology using Zoomarang (last school year)	Create rubric assessment for 8th grade technology literacy meeting CCCS proficiency in 8.1 & 8.2	June 2009	for 2008-2009: NJTAP-IN assessment rubric, learning.com on- line assessment for 8th graders align to NJTAP- IN
The district will provide assistive technology devices and items for students with specific and/or special needs as needed to ensure equitable access to curriculum and instruction and to other school-based experiences.	Undocumented, possibly teacher lesson plan	Special Service Records (School counselors for 504 students) Documentation within student 504 or IEP NJDOE Internet web-based EasyIEP database	The district will maintain a database of all assistive technology devices and items which are currently in use in district including information on type, serial number, location, and student to whom the device or item is assigned. This database will be maintained by the Special Services Department.	June 2008	Currently not in place - will be for 2008-2009

Strategic Plan
Millville Public Schools

GOAL: By June 2010, the Millville Public School District will have a plan in place to improve student academic achievement through the support of the support of technology in grades PRK-12.

*** REVISED GOAL No. 4 : By June 2010, the Millville Public School District will increase student achievement through the alignment of technology curriculum and infusion of technology programs in grades PK-12.**

What do we want? Objectives	Evidence of Attainment	What do we have now?	Strategies to Close the Gap	Time Frame	Benchmarks
Provide individualized and group training opportunities for teachers both during school and after school hours.	District Website has training schedule posted (based on staff request), Email to all staff	Each school has staff sign-up sheet to state what training they want, Grade level meeting, MAIT program, ETTC program	Increase on-site training opportunities-teachers do not have to travel	June 2009	PIP, APR
Teachers will be given the opportunity to collaborate with their peers to share technology integration strategies specific to their content area.	Lakeside Technology Show Case event. Common Planning Records	Unknown/Undocumented	Dedicated common planning time to technology integration, on-site training	June 2009	List of Workshops, Sign-in sheet for workshops, List of common planning period sessions, attendance log for common planning period sessions

Strategic Plan
Millville Public Schools

Effectuated/Appropriate staff will participate in training to become familiar with a wide range of assistive technology in order to more competently participate in educational program planning for students with specific and/or special needs.	PIP/Instructor sign off sheet	Unknown/Undocumented	Training for specific assistive Technology, Training for new staff, common planning time for resource room teachers	June 2009	COFE Walk Thru, Attendance Log
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STRATEGIC PLAN MILLVILLE SCHOOL DISTRICT

GOAL 5: By June 2010 the Millville Public School District will have an inclusive culture that is safe and collaborative with a strong emphasis on higher student achievement.

PLANNING LEVEL: X District School

DATE: March 20, 2008

WHAT DO WE WANT? (OBJECTIVES)	STRATEGIES TO CLOSE THE GAP	PERSONS RESPONSIBLE	TIME FRAME	BENCHMARKS
Objective A: The District will have a safe environment by reducing the number of discipline referrals by 50%.	Security cameras	Administration	2008 – 2009	EVVRS Report
	Staff training on procedures and protocols	Assistant Principals	2009 - 2010	Number of discipline referrals per year
	Peer mediation programs	All Staff		
	Advisory Program	Stephanie DeRose		
	Swipe cards	Doug Volovar		
	Annual professional development – Bullying/Harassment	Steve Wilchinsky		
	Code of Conduct – Expectations	Wayne Greco		

WHAT DO WE WANT? (OBJECTIVES)	STRATEGIES TO CLOSE THE GAP	PERSONS RESPONSIBLE	TIME FRAME	BENCHMARKS
Objective B: The District will increase parent involvement by 50%.	School based educational meetings for parents Email newsletters Global Connect Snap Shot Parent Surveys Parent Attendance Sheets	School Administration Guidance	2008 – 2009 2009-2010	Parent surveys Number of Global Connect calls

WHAT DO WE WANT? (OBJECTIVES)	STRATEGIES TO CLOSE THE GAP	PERSONS RESPONSIBLE	TIME FRAME	BENCHMARKS
Objective C: The District will increase collaborative partnerships within the school-wide community by partnering with an additional three more groups.	Cumberland County College collaboration / HSTW LINK/SJ Regional Hospital Riverfront Renaissance Development Center	Administration School Guidance and Nurses Fine and Performing Arts Supervisor	2008-2009 2009 -2010	Number of grants written Number of community partnerships